

Contents

Guidelines for teaching the practical syllabus	1
Grade 3	2
Aadaab of the Toilet	3
Istinjaa.....	4
Wudhu	5
Faraaidh of Wudhu	5
The sunnah method of performing wudhu.....	6
General	9
Grade 4	10
Ghusal	11
Faraaidh of Ghusal	11
The sunnah method of making Ghusal.....	11
Aadaab of Ghusal	12
Tayammum	13
Faraaidh of Tayammum.....	13
The method of making Tayammum.	13
Adhaan	15
Aadaab of Adhaan.....	15
Aadaab of replying to the Adhaan.....	16
Iqaamah	17
Grade 5	18
Salaah	19
AADAAB BEFORE SALAAH.....	19
Faraaidh of Salaah.....	21
The method of performing Salaah.....	21
SUNAN OF SALAAH	25
Grade 6	32
Witr salaah	33
The method of performing the Witr Salaah.....	33
Sajdah e Tilaawat	34
Method of making Sajdah e Tilaawat.....	34

Sajdat-us-Sahwu	35
Sajdat-us-Sahwu becomes Waajib due to the following:	35
The method of Sajdat-us-Sahwu:	35
Grade 7	36
Eid Salaah	37
The method of performing Eid Salaah	37
Janaazah Salaah	39
The method of performing Janaazah Salaah	39
Salaah of a Masboq	41
Rules of joining the Imaam after he has commenced the salaah	41
The method of completing missed rakaats	42
Virtues of visiting the Qabrustaan	44
Dua when entering the Qabrustaan	44
What to recite when in the Qabrustaan	45
Common Errors in the Practicals	47
Glossary	51
Syllabus breakdown	53

Guidelines for teaching the practical syllabus

While it is obvious that it is extremely important to know the theory of wudhu, Salaah, etc., the purpose of the theory is to enable one to correctly fulfil the actions. Thus if a child knows the Masaail of wudhu, Salaah, etc., very well but he cannot practically perform these actions correctly, the main object of teaching the masaail has not been achieved. It is therefore imperative that the children are taught PRACTICALLY how to implement the theory they have learnt. The following must be kept in mind when teaching the practicals.

1. Every child must take turns to practically perform wudhu, tayammum Salaah, etc. according to the details in the syllabus breakdown.
2. Those makatib, which are in the schools and no appropriate facilities are available, wudhu must be demonstrated practically outside on the field. The child performing the wudhu may be seated on a chair while somebody may pour the water for him from a jug or bottle.
3. For tayammum, bring a brick or sand in a flat container or a box and allow the children to take turns to practically perform the tayammum in class.
4. Salaah should be performed by each child in the class.
5. While one child is demonstrating any action, all others in the class must be made to stand around and observe. Teachers should pay attention to errors and correct them immediately.
6. Emphasis should be on the practical aspects and not the theory. Children are not expected to know the points off by heart. They should rather be made to demonstrate the relevant aspects in detail.
7. The practicals of girls and boys from grade 5 upwards must be done separately.
8. The 'Pupils Annual Progress card' should be filled in as each aspect is completed

Grade 3

Aadaab of the Toilet

Wudhu

Aadaab of the Toilet

1. Do not enter the toilet bareheaded.
2. Do not enter the toilet barefeet.
3. Remove anything that has the Name of Allah ﷻ on it before entering the toilet.
4. Before entering, recite بِسْمِ اللَّهِ and then the following dua:

اَللّٰهُمَّ اِنِّيْ اَعُوْذُ بِكَ مِنَ الْخُبْثِ وَالْخَبَائِثِ

5. Now enter with the left foot.
6. Do not stand and urinate.
7. Squat whilst relieving yourself.
8. Do not face your back or your front towards the qiblah.
9. Be careful that no urine splashes onto your clothing or body while relieving yourself.
10. Do not eat, drink or talk in the toilet.
11. Do not read books, comics or newspapers, etc., in the toilet.
12. Do not read any dua, kalimah or aayat of the Qur'ān in the toilet.
13. Step out of the toilet with the right foot.
14. Recite the following dua:

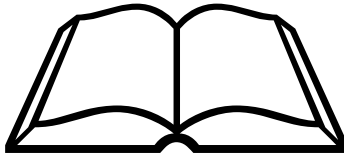
غُفْرَانَكَ اَلْحَمْدُ لِهٖ w الَّذِيْ اَذْهَبَ عَنِّيْ الْاَذَى وَعَافَانِيْ

15. Wash your hands after coming out of the toilet.

16. Relieve yourself in such a place where you cannot be seen especially when on a journey.
17. Do not urinate or relieve yourself under shade giving trees, in swimming pools, on the roadside, pathways or public places.
18. When using a high pan toilet, be careful of the splashes of water from the toilet bowl touching your clothes or body. Any splashes on the body or clothes must be washed off, otherwise your salaah could be nullified.

Istinjaa

1. After urinating, wait until all the drops of urine have come out before making istinja.
2. Clean and wash the private parts properly after relieving yourself. This is called istinja.
3. Use the left hand for making istinja.
4. Use clean water for istinja.



Wudhu

Definition: Wudhu means to wash ourselves in the way shown to us by Nabi Muhammad ﷺ.

Status: It is fardh (compulsory) to be in the state of wudhu before performing salaah, touching the Qur'ān, making tawaaf or making sajda-e-tilāwat

Faraaidh of Wudhu

There are four Faraaidh of wudhu

1. To wash the entire face from the hair line to the chin and from one earlobe to the other.
2. To wash both the arms up to and including the elbows.
3. To make masah of quarter the head.
4. To wash both feet up to and including the ankles.

The sunnah method of performing wudhu.

1. Sit on a high clean place.
2. Face the qiblah.
3. Make intention. (I am making wudhu to attain purity).
4. Recite the dua before commencing wudhu.

Virtue: The person who recites بِسْمِ اللَّهِ وَالْحَمْدُ لَهُ before commencing wudhu, The angels continue writing good deeds for him, until his wudhu breaks.

5. Wash both the hands up to the wrists thrice.
6. Clean the teeth with a Miswaak.

Virtue: The person who cleans his teeth with a Miswaak while making wudhu and then performs his salaah, will receive 70 times more reward than one who did not use the Miswaak.

7. Gargle the mouth thrice using the right hand to put water into the mouth.

Note: There is a difference between gargling and rinsing. Gargling is sunnah, i.e. to gargle in such a way that the water reaches the top part of the throat. The fasting person should take care that no water goes down the throat.

8. Put water into the nose with the right hand and clean the nose with the little finger and the thumb of the left hand.
9. Blow the nose using the left hand.
10. Wash the face from the hairline to below the chin and from one earlobe to the other, thrice, (ensure that the

corners of the eye sockets are also wet especially after awakening from a sleep.)

11. Make *khilāl* of the beard.

The manner of making *khilāl* of the beard is to take a handful of water in the right hand and pass it through the beard starting from the throat and coming up to the chin.

12. Wash the right forearm including the elbow thrice.
13. Wash the left forearm including the elbow thrice.

Note: Begin washing the hands from the fingers coming down to the elbows.

14. Make *khilaal* of the fingers **after washing the hands**. The method of making *khilaal* is to interlace the fingers of the left hand into the right hand and vice versa.

15. Make *masah* of the whole head starting from the forehead right up to the nape.

The manner of making *masah* is to wet your hand and separate the forefinger and the thumb from the rest of the fingers. Thereafter pass the little, ring and middle fingers over the centre portion of the head, keeping the palms away from the sides. Thereafter pass the palms of both hands over the sides of the head by bringing the hands back to the front.

16. Make *masah* of the ears.

The manner of doing this is to use the index fingers for the inner portion of the ears and the thumbs for the outer portion (behind) of the ears.

17. Make *masah* of the nape.

Note: The nape is the back portion of the neck. Masah should not be made on the sides of the neck as this is makrooh.

18. Wash the right foot including the ankle thrice.

19. Wash the left foot including the ankle thrice.

Note: When washing the feet, start from the toes and end at the ankles. Do not begin washing the feet from the ankles.

20. Make *khilaal* of the toes. The method of making khilaal is to pass the baby finger of the left hand in-between the toes. Start from the small toe of the right foot and end at the big toe of the right foot. Thereafter from the big toe of the left foot up to the small toe of the left foot. khilal of the right foot will be made after washing the right foot and khilal of the left foot after washing the left foot.

21. Upon completion of wudhu recite Surah Qadar

(إِنَّا أَنْزَلْنَاهُ فِي لَيْلَةِ الْقَدْرِ) and thereafter the following dua:

أَشْهَدُ أَنْ لَا إِلَهَ إِلَّا اللَّهُ وَحْدَهُ لَا شَرِيكَ لَهُ وَأَشْهَدُ أَنَّ مُحَمَّدًا
عَبْدُهُ وَرَسُولُهُ

اللَّهُمَّ اجْعَلْنِي مِنَ التَّوَّابِينَ وَاجْعَلْنِي مِنَ الْمُتَطَهِّرِينَ

O Allah ﷻ, make me of the repenters and make me of the purified. (Tirmidhi, Vol. 1, Pg. 9)

www.shafaimazhab.blogspot.com

22. Thereafter perform two rakaats Tahiyatul Wudhu.

Virtue: It is mentioned in a Hadith, that Jannah becomes waajib for that person who performs two rakaats (nafl) salaah with complete devotion and concentration after making a complete wudhu. (*Munyatul-Musalli*, pg. 32)

General

1. It is sunnah to make wudhu in sequence.
2. It is sunnah to make wudhu in such a way that each limb is washed before the previous one gets dry.
3. Watches and rings must be moved around so that water reaches the skin beneath it.
4. Ensure that tippex, grease, paint, etc., is properly removed from the limbs before making wudhu otherwise the wudhu will be regarded as null and void.
5. Try to remain in the state of wudhu at all times.
Virtue: The person, who always remains in the state of wudhu and passes away in this condition, receives the reward of a martyr.
6. Whilst making wudhu, it is sunnah to recite the following dua:

اَللّٰهُمَّ اغْفِرْ لِيْ ذَنْبِيْ وَوَسِّعْ لِيْ فِيْ دَارِيْ وَبَارِكْ لِيْ فِيْ رِزْقِيْ

Note: This dua can be read anytime during the wudhu.

Grade 4

Ghusal
Tayammum
Adhaan
Iqaamah

Ghusal

Definition: Ghusal means to wash the entire body in the way shown to us by Nabi Muhammad ﷺ.

Status: It is fardh to be in the state of ghusal in order to perform salaah, recite the Qur'ān, enter the masjid or to make sajdah e tilāwat.

Faraaidh of Ghusal

There are three faraaidh (compulsory acts) in ghusal:

1. Gargling of the entire mouth.
2. Rinsing the nostrils till the soft bone.
3. Washing the entire body without leaving any space dry.

The sunnah method of making Ghusal.

1. Make niyyah (intention). (I am making wudhu to attain purity.)
2. Wash both hands up to the wrists thrice.
3. Make *istinjaa*. (i.e. to wash both the private parts.)
4. Wash off any najaasat (impurity) that may be on your body.
5. Perform wudhu according to the *sunnah* manner.
6. Pour water thrice over the head, thereafter thrice over the right shoulder and then thrice over the left shoulder. (in this manner the entire body will be drenched/wet)

Aadaab of Ghusal

1. Bath in a clean place.
2. Bath in privacy, i.e. in such a place where one cannot be seen.
3. Ensure that the *aurah* (parts of the body that need to be compulsorily covered at all times) are completely covered when taking ghusal in a public place or in the presence of others.
4. Relieve yourself before taking ghusal. One should not urinate in a place where ghusal is made.
5. Use soap or anything else that will clean the body thoroughly.
6. Rub the body when making ghusal.
7. Ensure that no portion of the body is left dry.
8. Wipe oneself with a towel or leave the body to dry on its own. Both are regarded as *sunnah*.

Tayammum

Definition: Tayammum means to clean oneself using sand, etc., when water is not available or cannot be used.

Faraaidh of Tayammum

There are 3 Faraaidh in Tayammum

1. Niyyat (intention)
2. Striking both hands on earth and rubbing them on the face.
3. Striking both hands on earth and rubbing both forearms including the elbows.

The method of making Tayammum.

1. Recite **بسم الله الرحمن الرحيم**.
2. Make Niyyah. (Niyyah is fardh in Tayammum). (I am making wudhu to attain purity.)
3. Strike both hands on clean earth or dust.
4. Dust or blow off excess dust.
5. Rub both hands over the entire face without leaving any space un-wiped.
6. Make *khilāl* of the beard

7. Strike both the hands on clean earth for the second time.
8. Dust or blow off excess dust.
9. Rub the left hand over the right hand including the elbows without leaving any space un-wiped.
10. Rub the right hand over the left hand including the elbows without leaving any space un-wiped.
11. Make *khilāl* of the fingers. The method of making *khilāl* is to interlace the fingers of the left hand into the right hand and vice versa.

Adhaan

Definition: Adhaan is a special way of calling people towards salaah.

Status: Sunnat e Muakkadah

Aadaab of Adhaan

1. The Muadh-dhin (person calling out the Adhaan) should be in the state of wudhu when giving the Adhaan.
2. He should face the qiblah.
3. It is mustahab to put the forefingers in the ears when giving the Adhaan.
4. The Adhaan should be called out in a loud voice.
5. The Muadh-dhin should pause between the words of the Adhaan.
6. The Adhaan should be called out from outside the boundaries of the masjid.
7. Adhaan should be given from a high place, so that the voice can be heard at a distance.
8. When saying **حَيَّ عَلَى الصَّلَاةِ** the face should be turned to the right.
9. When saying **حَيَّ عَلَى الْفَلَاحِ** the face should be turned to the left.

Note: Only the face should be turned. Not the chest or the feet.

Aadaab of replying to the Adhaan

1. You should remain silent whilst the adhaan is called out. However, if you are engaged in the tilāwat of the Qur'ān or any other Deeni activity, you may continue.
2. Repeat the words of the Muadh-dhin.
3. Reply to the words **حَيَّ عَلَى الصَّلَاةِ** and

لَا حَوْلَ وَلَا قُوَّةَ إِلَّا بِاللَّهِ, by saying: **حَيَّ عَلَى الْفَلَاحِ**.

4. After the words **الصَّلَاةُ خَيْرٌ مِنَ النَّوْمِ** in the Fajar Adhaan, say: **صَدَقْتَ وَبَرَزْتَ**.
5. The following dua should be recited after the adhaan:

اَللّٰهُمَّ رَبَّ هَذِهِ الدَّعْوَةِ الْبَتَّةِ وَالصَّلَاةِ الْقَائِمَةِ اِنِّ
مُحَمَّدٍ الْوَسِيْلَةَ وَالْفَضِيْلَةَ وَابْعَثْهُ مَقَامًا مَّحْمُوْدًا
الَّذِي وَعَدْتَهُ اِنَّكَ لَا تُخْلِفُ الْمِيْعَادَ

Iqaamah

Definition: A reminder that salaah is about to commence.

Status: Sunnat e Muakkadah

1. One should not pause between each set of words in the Iqaamah as one does during the Adhaan.
2. The Iqaamah should be given quickly in the following manner:

Say the following in one breath:

اللَّهُ أَكْبَرُ اللَّهُ أَكْبَرُ اللَّهُ أَكْبَرُ اللَّهُ أَكْبَرُ.

Thereafter the following in one breath:

أَشْهَدُ أَنْ لَا إِلَهَ إِلَّا اللَّهُ أَشْهَدُ أَنْ لَا إِلَهَ إِلَّا اللَّهُ

أَشْهَدُ أَنَّ مُحَمَّدًا رَسُولُ اللَّهِ أَشْهَدُ أَنَّ مُحَمَّدًا رَسُولُ اللَّهِ.

Thereafter the following in one breath:

حَيَّ عَلَى الصَّلَاةِ حَيَّ عَلَى الصَّلَاةِ

حَيَّ عَلَى الْفَلَاحِ حَيَّ عَلَى الْفَلَاحِ.

Thereafter the following in one breath:

قَدْ قَامَتِ الصَّلَاةُ قَدْ قَامَتِ الصَّلَاةُ

اللَّهُ أَكْبَرُ اللَّهُ أَكْبَرُ

لَا إِلَهَ إِلَّا اللَّهُ.

Grade 5

Salaah

Salaah

Definition: Salaah is a special type of prayer that has been commanded by Allah ﷻ and taught to us by Nabi Muhammad ﷺ.

Status: To perform the five daily salaah is fardh upon every baaligh (Mature) Muslim

AADAAB BEFORE SALAAH

Rasulullah ﷺ has said that a person should perform his salaah as if he is bidding farewell (to this world), i.e. as if this was the last salaah to be performed before he passes away.

Note: In order to attain true devotion in salaah, one should:

1. Think that this is his last salaah.
2. Ensure that he is relieved of the call of nature and is not in extreme hunger.
3. Ensure that one is not obstructing or disturbing others e.g. one's car is not parked in such a way that it is obstructing others or one is not performing salaah in a pathway where people are waiting to pass.
4. Ensure that there are no offensive odours emanating from the body such as the stench of cigarettes, strong or unpleasant smelling foods such as garlic and onions, etc.
5. Avoid jumping over the backs of people in order to reach the front or squeezing oneself into a saff (row) thereby inconveniencing others.
6. Come to salaah without rushing or running.

7. Do not crack or intertwine the fingers whilst waiting for salaah. This applies to a greater extent in salaah.
8. It is preferable to relieve oneself and make wudhu at home. Thereafter proceed to the masjid.
Virtue: When you proceed for Salaah in the state of wudhu, at every step, you receive one reward, one sin is forgiven and your stages are raised in Jannah.
9. You should try to remain at ease and concentrate throughout salaah, i.e. one should not fidget or look around in salaah.
10. Men's trousers should always be above the ankles and sleeves should be up till the wrist.
11. Salaah should not be performed in the following attire:
 - Tight fitting clothing.
 - Clothing where the shape of the body becomes apparent at the time of ruku and sajda.
 - Clothing that is not worn in the presence of respectable people or at some occasion for example on the day of eid or for a wedding (such as pyjamas or $\frac{3}{4}$ pants).
12. It is necessary to wear loose garments that have no resemblance to the clothing of sinful people or the kuffaar.
13. It is preferable that the area in front of a person performing salaah should not have any designs, pictures, etc. as this may be distracting thereby causing a loss in concentration.

14. Straighten the saffs by having the shoulders and heels in a straight line. (The back of the heel should be placed on the line and not the toes by placing the toes the line cannot be straightened as everybody has different size feet).
15. Try to perform some nafl salaah at home as it brings barakah (blessings) and removes misfortunes from the home.
16. Perform the two rakaats sunnah of Fajar at home.
17. Lengthen the salaah performed individually.

Faraaidh of Salaah

There are six Faraaidh in Salaah

1. Takbeer-e-tahreemah
2. Qiyyam (Standing posture)
3. Qiraat (Recitation)
4. Ruku (Bow)
5. Both the Sajdahs (Prostrate)
6. Qadah Akheerah (Last sitting)

The method of performing Salaah

1. Make the Takbeer-e-Tahreema
2. Recite Thanaa
3. Recite Ta'awwuz
4. Recite Tasmiyah
5. Recite Surah Faatiha
6. Recite Tasmiyah

7. Recite any other surah
8. Go into ruku, saying اللَّهُ أَكْبَرُ
9. Read the Tasbeeh of ruku
10. Come up from ruku, saying the Tasmee'
11. Recite the dua in qaumah (Tahmeed)
12. Go down into sajdah saying اللَّهُ أَكْبَرُ
13. Read the tasbeeh of sajdah
14. Come up from sajdah saying اللَّهُ أَكْبَرُ
15. Recite the dua in jalsah
16. Go down for the 2nd sajdah saying اللَّهُ أَكْبَرُ
17. Read the tasbeeh of sajdah
18. Come up from the 2nd sajdah saying اللَّهُ أَكْبَرُ and proceed straight into qiyām.

YOU HAVE NOW COMPLETED THE 1st RAKAAT

19. The 2nd rakaat will be performed in the same manner as the 1st rakaat. However, thanaa and ta'awwuz will not be recited and you will sit in qa'dah after the 2nd sajdah. Recite the following in this qa'dah:
 - a) Tashah'hud
 - b) Durood-e-Ibraheem
 - c) Dua after Durood-e-Ibraheem
 - d) Make salaam to the right, saying اَلْسَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللهِ and then to the left, saying اَلْسَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللهِ

20. If you are performing three rakaats, then ...

- ➡ The 1st rakaat will be performed as explained in nos.1 to 18.
- ➡ The 2nd rakaat will be performed as explained in no.19 except that Durood-e-Ibraheem and the Dua after Durood-e-Ibraheem will not be read. Instead you will stand up for the third rak'aat after reading the tashah'hud.
- ➡ The 3rd rakaat will be performed exactly as explained in no.19.

21. If you are performing four rakaats, then ...

- ➡ The 1st rakaat will be performed as explained in nos.1 to 18.
- ➡ The 2nd rakaat will be performed as explained in no.19 except that Durood-e-Ibraheem and the Dua after Durood-e-Ibraheem will not be read.
- ➡ The 3rd rakaat will be performed as explained in nos.4 to 18.
- ➡ The 4th rakaat will be performed exactly as explained in no.19.

Note:

1. If you are performing three or four rakaats of a Fardh salaah, then only Surah Faatiha will be recited in the 3rd and 4th rakaats.

2. If you are performing salaah behind the imaam, you will not recite sura faatiha or any surah in all rakaats. The imaam's qiraat fulfils your qiraat as well

SUNAN OF SALAAH

1. Sunnats of Takbeer-e-Tahreema

- 1.1. When saying the takbeer-e-tahreema, first raise the hands upto the ears then say **الله أكبر**.
- 1.2. The palms should face the qiblah with the fingers pointing towards the sky.
- 1.3. At the time of takbeer, leave the fingers in their natural position, i.e. neither kept tightly together nor spread widely apart.
- 1.4. When saying Takbeer-e-Tahreema, females should raise their hands up to their shoulders without exposing their hands, i.e. the hands should remain beneath the Burqa.
- 1.5. Do not move (raise or lower) the head when saying the takbeer. The back should also be kept upright.
- 1.6. The Muqtadi should raise his hands for takbeer-e-tahreema at the same time as the Imaam.
- 1.7. Raise your hands upto the ears and simultaneously whilst dropping your hands say **الله أكبر** and fold the hands. (Standing posture).

2. Sunnats of Qiyām

- 2.1. After saying the takbeer-e-tahreema, place the right palm on top of the left hand below the navel.
- 2.2. Form a circle around the left wrist with the thumb and small finger of the right hand.
- 2.3. Leave the middle three fingers on the left forearm.
- 2.4. Keep the feet at a minimum of four fingers apart with the toes facing the qiblah (i.e. straight).
- 2.5. The female should keep her feet together and tie her hands on her chest in such a way that the palm of her right hand is placed on the back of her left palm.
- 2.6. One's gaze must be fixed on the place of sajdah
- 2.7. Recite thanaa.
- 2.8. Recite Ta'awwuz.
- 2.9. Recite Tasmiyah softly.
- 2.10. Say آمين after surah Faatihah softly.

3. Sunnats of Ruku

- 3.1. Grasp the knees with the hands keeping the fingers spread apart.
- 3.2. Keep the gaze fixed on the feet.
- 3.3. Keep the back straight.
- 3.4. Keep the arms straight.
- 3.5. Keep the head and lower back in line.
- 3.6. The female should only bow down so much that the tips of her fingers are able to touch the top of her knees. The fingers and feet should be kept together.

She should also ensure that her elbows touch her sides in ruku.

3.7. Say **سُبْحَانَ رَبِّيَ الْعَظِيمِ** at least thrice.

4. Sunnats of Qaumah (standing posture between ruku and sajda)

4.1. When getting up from ruku, stand with ease before going into sajdah.

Note: It is wajib to remain in Qaumah for the duration of at least one **سُبْحَانَ اللَّهِ**. To remain standing a little longer, for approximately the duration of time that one was in ruku, is sunnah.

4.2. Read the following dua in qaumah

رَبَّنَا وَلَكَ الْحَمْدُ حَمْدًا كَثِيرًا طَيِّبًا مُبَارَكًا فِيهِ

4.3. Say the takbeer when going into sajdah.

4.4. When going down for sajdah, first place the knees on the ground, then the hands, then the nose, and lastly the forehead.

5. Sunnats of Sajdah

5.1. Place the head between the palms.

5.2. Keep all the fingers together in sajdah i.e. no gap between them.

5.3. Keep the gaze fixed on the nose.

5.4. Keep the arms away from the sides.

- 5.5. Keep the elbows off the ground.
- 5.6. Keep a gap between the stomach and the thighs. The gap should be so wide that a baby goat could easily pass through.
- 5.7. The female should keep her stomach and thighs together with the forearms placed flat on the ground and the feet horizontally facing towards the right. Her fingers should face the qiblah.
- 5.8. Say سُبْحَانَ رَبِّيَ الْأَعْلَى at least thrice.
- 5.9. Keep the feet together, i.e. the heels should touch.
- 5.10. Keep the toes of both feet facing the qiblah. When getting up from sajdah, do the opposite, i.e., first raise the forehead off the ground, then the nose, then the hands and lastly the knees.

6. Sunnats of Jalsa (Sitting between the two sajdah's)

- 6.1. Sit between the two sajdahs with ease.
Note: It is waajib to remain in Jalsa for the duration of at least one سُبْحَانَ اللَّهِ. To remain sitting a little longer for approximately the duration that one was in sajdah is sunnah.
- 6.2. Keep the gaze fixed on the lap.
- 6.3. Read the following dua in jalsa:

اللَّهُمَّ اغْفِرْ لِي وَارْحَمْنِي وَعَافِنِي وَاهْدِنِي وَارْزُقْنِي

7. Sunnats of Qa'dah (sitting posture)

- 7.1. Keep the right foot upright and the left foot flat on the ground, so that one may sit on the left foot.
- 7.2. Keep the toes of both feet facing towards the qiblah.
- 7.3. Keep the gaze fixed on the lap with the head straight.
- 7.4. Place both the hands on the thighs just above the knees with the fingers in their natural position, i.e., neither tightly closed nor spread apart.
- 7.5. The female should not sit on the left leg (as men do) but rather sit on the floor. Her feet should be spread out horizontally on the ground towards the right side. Both hands should be kept on the upper part of the thighs with the fingers kept together.
- 7.6. In Tashah'ud, when saying the words **أَشْهَدُ لَا إِلَهَ إِلَّا اللَّهُ**, form a ring with the middle finger and thumb and raise the index finger towards the Qiblah. Lower it when saying **إِلَّا اللَّهُ**.

Note: The ring formed should be kept until the end of the salaam.

8. Sunnats of Salaam

- 8.1. Make two salaams, first to the right then to the left.
- 8.2. Say **السَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللَّهِ**. Do not add **وَبَرَكَاتُهُ**.
- 8.3. Do not dip (bow) the head when making salaam.
- 8.4. Keep the gaze on the shoulders when making salaam.

- 8.5. When making salaam, make niyyah of greeting the angels.
- 8.6. The Imaam should say the second salaam in a softer tone than the first salaam.
- 8.7. Begin the first salaam with the face in the direction of the qiblah and complete the salaam when the face is fully turned to the right. Begin the second salaam with the face in the direction of the qiblah and complete the salaam when the face is fully turned to the left.
- 8.8. The female must not raise her voice when reciting in salaah.

Differences in the Salaah of Females

1. Takbeer e Tahreema

- Females should raise their hands upto the shoulders without exposing their hands. i.e. the hands should remain beneath the burqah.
- She must not bend her head forward nor make it touch the chest.

2. Qiyaam (standing posture)

- She should keep her feet together and tie her hands on her chest in such a way that the palm of her right hand is placed on the back of her left palm.
- She will not tie her hands below the navel (as men do).

3. Ruku

- She should only bow down so much that the tips of her fingers are able to touch the top of her knees.
- The fingers and feet should be kept together.
- She should also ensure that her elbows touch her sides in ruku.

4. Sajdah

- The stomach and thighs must be kept together with the forearms placed flat on the ground and her feet horizontally facing towards the right.
- Her fingers should face the qiblah in sajdah.

5. Qa'dah

- They should not sit on the left leg (as men do) but rather sit on the floor.
- Both her feet should be spread out horizontally on the ground towards the right side.
- Both hands should be kept on the upper part of the thighs with the fingers kept together.

6. Women must not raise their voices when reciting in Salaah.

Grade 6

Witr Salaah

Sajdah e Tilaawat

Sajdat-us-Sahw

Witr Salaah

Definition: Witr salaah is performed after the fardh of Esha. It cannot be performed before the fardh of Esha.

Status: Waajib

The method of performing the Witr Salaah.

There are 3 rakaats in the witr salaah which are performed as follows:

- 1st Raka'at: Qiraat (surah Faatiha & any other surah), Ruku, Qaumah and 2 Sajdahs
- 2nd Raka'at: Qiraat, Ruku, Qaumah, 2 Sajdahs and Qa'dah Ulaa (first siting).
- 3rd Raka'at: After the Qiraat, lift both hands upto the ears saying **اللَّهُ أَكْبَرُ** and then fold them. Thereafter recite Dua-e-Qunoot. After Dua-e-Qunoot, go into ruku and complete the salaah as normal.

It is sunnah to recite the following surahs in the Witr Salaah:

- 1st Rak'at: After Surah Faatiha, Surah A'la.
- 2nd Rak'at: After Surah Faatiha, Surah Kaafiroon.
- 3rd Rak'at: After Surah Faatiha, Surah Ikhlāas.

Sajdah e Tilaawat

Definition: Sajdah e Tilaawat means to make sajdah after reading or hearing an aayat of sajdah in the Qur'aan Shareef. There are 14 aayaat of sajdah in the entire Qur'aan Shareef.

Status: Waajib

Method of making Sajdah e Tilaawat

1. To make niyyah.
2. To face the qiblah.
3. To say takbeer while going into sajdah without lifting the hands.
4. To read the tasbeeh in sajdah.
5. To get up by saying takbeer.

Note: One has to be in the state of wudhu when making sajdah tilaawat.

Sajdatus-Sahwu

Definition: Sajdat-us-Sahwu are two sajdahs made when one makes a mistake in salaah.

Sajdatus-Sahwu becomes Waajib due to one of the following reasons:

1. The delay of any Fardh act of salaah.
2. The delay of any Waajib act of salaah.
3. The repetition of any Fardh act, (e.g. performing two rukus).
4. The performance of any Fardh act of salaah before its prescribed time. (e.g. Sajdah before ruku.)
5. The omission of any Waajib act of salaah.
6. Changing the sequence and method of any Waajib act (e.g. reciting qiraat before Surah Faatiha.)

The method of Sajdatus-Sahwu:

In the last sitting (Qa'dah-e-Akhirah) after reciting Tashahhud;

1. Make one salaam to the right side only.
2. Then make two sajdahs.
3. Thereafter recite Tashahhud.
4. Recite Durood Ibrahim.
5. Recite the dua after durood.
6. Make salaam on both sides.

Grade 7

Eid Salaah

Janaazah Salaah

Salaah of a Masbooq

Virtues of visiting the
Qabrustaan

Eid Salaah

Definition: Eid salaah is performed on the days of Eid-ul-Fitr and Eid-ul-Adha with six extra Takbeers.

Status: Waajib

The method of performing Eid Salaah

1. Make Niyah as follows: *"I am performing two rakaats Eid-ul-Fitr or Eid-ul-Adha with six extra takbeers"*.
2. After Takbeer-e-Tahreemah, fold the hands and recite the *thana* as normal.
3. Thereafter raise both the hands up to the ears (bringing them down to the sides) after saying **اَللّٰهُ اَكْبَرُ**. This is the first extra takbeer.
4. Do the same (as explained in no. 3) for the second extra takbeer.
5. For the fourth time raise the hands up to the ears (and tie them below the navel) after saying **اَللّٰهُ اَكْبَرُ**. This is the third extra takbeer.
6. Thereafter complete the first rakaat as normal.
7. In the second rakaat, after reciting the qiraat (before going into ruku) once again make three takbeers. This will be the fourth, fifth and sixth extra takbeers.
8. Then say (a fourth) takbeer and go into ruku.
9. The salaah will thereafter continue to the end as normal.

10. After the Eid Salaah, the Imaam will first make dua and thereafter deliver the two khutbahs. It is waajib to listen to both the Khutbahs after the Eid Salaah.

Janaazah Salaah

Definition: Janaazah salaah is a dua (supplication) for the deceased before he/she is buried.

Status: Fardh-e-Kifaayah.

Note: There are two Faraaidh in Janaazah Salaah:

1. Qiyām, i.e. to stand and perform the salaah.
2. To recite all four Takbeers.

The method of performing Janaazah Salaah

1. The body of the mayyit (the deceased) should be placed in front of the Imaam, with the head of the mayyit on the right hand side of the Imaam.
2. The Imaam should stand in line with the chest of the mayyit.
3. It is mustahab to make an odd number of saffs (rows).
4. The saffs of Janaaza Salaah should be close to one another as there is no ruku and sajdah.
5. After straightening the saffs, one should make the niyyah: "I am performing this Janaaza Salaah for the sake of Allah ﷻ"
6. The Imaam will raise his hands up to his ears and say the takbeer loudly. The Muqtadees (followers) should also raise their hands and say the takbeer softly.
7. Tie the hands below the navel as normally done.
8. Thereafter recite the thanaa of Janaza Salaah softly,

سُبْحَانَكَ اللَّهُمَّ وَبِحَمْدِكَ وَتَبَارَكَ اسْمُكَ وَتَعَالَى جَدُّكَ وَجَلَّ ثَنَاؤُكَ وَلَا إِلَهَ غَيْرُكَ

The Imaam will then say the takbeer aloud and the Muqtadees softly for the second time. The hands should not be raised when saying this takbeer.

9. After the second takbeer recite Durood e Ibraheem.
10. Thereafter the third takbeer should be said in the same manner as mentioned above.
11. After the third takbeer the following duas should be recited:

a) If the deceased is an adult (male or female) recite:

اللَّهُمَّ اغْفِرْ لِحَيِّينَا وَمَيِّتِنَا وَشَاهِدِنَا وَغَائِبِنَا وَصَغِيرِنَا وَكَبِيرِنَا
وَذَكَرْنَا وَأُنْثَانَا اللَّهُمَّ مَنْ أَحْيَيْتَهُ مِنَّا فَأَحْيِهِ عَلَى الْإِسْلَامِ وَمَنْ
تَوَفَّيْتَهُ مِنَّا فَتَوَفَّهُ عَلَى الْإِيمَانِ

b) If the deceased is a minor male recite:

اللَّهُمَّ اجْعَلْهُ لَنَا فَرَطًا وَاجْعَلْهُ لَنَا أَجْرًا وَذُخْرًا وَاجْعَلْهُ لَنَا شَافِعًا وَ مُشَفَّعًا

c) If the deceased is a minor female recite:

اللَّهُمَّ اجْعَلْهَا لَنَا فَرَطًا وَاجْعَلْهَا لَنَا أَجْرًا وَذُخْرًا وَاجْعَلْهَا لَنَا شَافِعَةً وَ مُشَفَّعَةً

12. The Imaam will then say the 4th takbeer and make salaam. The Muqtadees should follow by saying the takbeer and salaam softly.

Salaah of a Masbooq

Definition: A Masbooq is a person who joins the jamaat salaah after the Imaam has completed one or more rakaats.

Rules of joining the Imaam after he has commenced the salaah

1. Say the takbeer-e-tahreemah, fold your hands, stand for a moment and then join the Imaam in whichever posture he is in. Do not recite thanaa.
2. The Masbooq should join the jamaat without any delay.
3. If a Masbooq joins the jamaat before or whilst the Imaam is in ruku, then he will not repeat that rak'aat.
4. If a masbooq joins the jamaat after the ruku e.g. in qaumah or sajdah, he will have to repeat that rakaat.
5. Once the Imaam makes the first salaam, one cannot join the jamaat.

The method of completing missed rakaats

Note: The masbooq should only stand up after the Imaam makes both salaams.

If a masbooq has missed:

- ➡ **One Rakaat:** He should stand up after the Imaam's salaam, read thana, ta'aw-wudh, tasmiyah, surah faatiha, a surah and complete the salaah as usual.
- ➡ **Two Rakaats:** He should stand up after the Imaam's salaam, read thana, ta'aw-wudh, tasmiyya, surah faatiha, a surah and complete both the rakaats of the salaah as usual. (The method will differ in Maghrib Salaah).
- ➡ **In the Maghrib Salaah,** if a person missed two rakaats he should stand up after the Imaam's salaam, read thana, ta'aw-wudh, tasmiyya, surah faatiha, a surah etc. However he will sit for the first Qa'dah after the second sajdah. Thereafter stand up for the third rakaat, read surah faatiha, a surah and complete the salaah as usual.
- ➡ **Three Rakaats:** The masbooq will stand up after the Imaam's salaam, read thana, ta'aw-wudh, tasmiyah, Surah Faatiha, a surah and after the second sajdah sit

for the first qa'dah. Thereafter stand up and perform two more rakaats reading tasmiyya, Surah Faatiha and a surah in the 1st rakaat and Surah Faatiha only in the 2nd Rakaat. Complete the salaah as normal.

- ➡ Four Rakaats: Stand up after the Imaam's salaam and perform four rakaats as one would normally perform four rakaats salaah.

Virtues of visiting the graveyard

1. Rasulullah ﷺ has said, "Visit the graves, for surely visiting the graves lessens worldly love and reminds you of the Hereafter"
2. Rasulullah ﷺ has said, "Whoever will visit his parent's grave every Friday, will be granted maghfirat (forgiveness) and he will be recorded as an obedient son."
3. Rasulullah ﷺ has said, "One who accompanies the janaazah of a Muslim with sincerity and the intention of thawaab, and remains with it until the salaah is performed and the deceased is buried, will return home with two qeeraat of thawaab. One qeeraat is equal to Mount Uhud. A person who only performs the janaazah Salaah and returns, will return with one qeeraat of thawaab."

Dua when entering the graveyard

Rasulullah ﷺ taught the Sahaabah رضی اللہ عنہم the following words when entering the graveyard:

السَّلَامُ عَلَيْكُمْ أَهْلَ الدِّيَارِ مِنَ الْمُؤْمِنِينَ وَالْمُسْلِمِينَ وَإِنَّا
إِنْ شَاءَ اللَّهُ بِكُمْ لَاحِقُونَ نَسْأَلُ اللَّهَ لَنَا وَلَكُمْ الْعَافِيَةَ

What to recite when in the graveyard

There are many duas that may be read at the graveside, the best being the recitation of the Holy Qur'aan. Stand facing the grave (back to the Qiblah), recite as much Qur'aan as possible and make dua for the forgiveness of the deceased. The following may also be recited as related in the Hadith;

➤ **Recite Surah Ikhlāas eleven times.**

It is reported in the Hadith that whoever visits the Qabrustaan, recites Surah Ikhlāas eleven times and makes dua for the dead, will be rewarded as many fold as the number of dead in the Qabrustaan.

➤ **Recite Surah Faatiha, Surah Ikhlāas and Surah Takaathur.**

It is reported that whoever reads these three Surahs and makes dua for the dead, the people of the graves will make dua to Allah ﷻ to forgive such a person.

➤ **Recite Surah Yaaseen.**

It is reported in the Hadith that if anyone reads Surah Yaaseen in the Qabrustaan, the punishment of the dead will be eased and the reader will be rewarded just as much as the dead.

General

- It is not permissible for women to follow the Janaazah nor is it permissible for them to visit the Qabrustaan (graveyard).
- It is sunnah to visit the graveyard on a Friday.
- Rasulullah ﷺ has said that whoever will visit his parents grave on a Friday will be granted *maghfirah* (forgiveness) and will be regarded as an obedient son of his parents.

Masnoon Dua to be recited in the Graveyard

اَللّٰهُمَّ اغْفِرْ لَهُ وَاَرْحَمْهُ وَعَافِهِ وَاَعْفُ عَنْهُ وَاَكْرِمْ نُزْلَهُ وَوَسِّعْ مَدْخَلَهُ
وَاغْسِلْهُ بِالْمَاءِ وَالتَّلْجِ وَالْبَرَدِ وَنَقِّهِ مِنَ الْخَطَايَا كَمَا نَقَّيْتَ الثَّوْبَ الْاَبْيَضَ
مِنَ الدَّنَسِ وَاَبْدِلْهُ دَارًا خَيْرًا مِّنْ دَارِهِ وَاَهْلًا خَيْرًا مِّنْ اَهْلِهِ وَزَوْجًا خَيْرًا
مِّنْ زَوْجِهِ وَاَدْخِلْهُ الْجَنَّةَ وَاَعِزَّهُ مِنْ عَذَابِ الْقَبْرِ وَعَذَابِ النَّارِ

O Allah! Forgive him. Have mercy upon him. Give him peace and absolve him. Receive him honorably, and make his grave spacious. Wash him with the water, snow and hail. Cleanse him from faults as You cleanse a white garment from impurity. Requite (replace) him with an abode better than his abode, with a household better than his household. Admit him to Jannat and protect him from the torment of the grave and punishment of the Fire.

(Muslim)

Common Errors in the Practicals

Please take note of the following points when revising the practicals with your class as a general weakness was found in the following aspects:

Wudhu

1. **Wash both the hands up to the wrists thrice. This should be done by washing both hands together.** Generally, pupils err by saying that first the right hand should be washed and then the left.
2. **Wash the face from the hairline (i.e. where the hair on the forehead normally starts) to below the chin and from one earlobe to the other, thrice.** Generally pupils are not aware as to what the hairline and the earlobes are.
3. **Wash the right and then the left forearms including (i.e. pass/above) the elbows, thrice.** Generally, pupils wash their arms upto the elbows but do not include the elbows.
4. **Making masah of the whole head starting from the forehead right up to the nape.** The manner of making masah is to separate the forefinger and the thumb from the rest of the fingers. Thereafter pass the little, ring and middle fingers over the centre portion of the head, keeping the palms away from the sides. Thereafter pass the palms of both hands over the sides of the head. This is a very common error. Many

pupils are unaware of the correct method of making masah.

5. **Make khilāl of the fingers after washing the hands.** This is done by firstly passing the fingers of the left hand through the fingers of the right hand and then the fingers of the right hand through the fingers of the left hand. Previously there was a lot of confusion regarding the method of making khilaal of the fingers. Please note that the above method is the correct method.
6. **Khilaal of the toes.** Teach the pupils the sunnah method of khilaal i.e. The Khilaal commences from the small toe of the right foot upto the big toe and thereafter commencing on the big toe of the left foot and ending at the small toe.
The khilaal of the toes must be made after washing each foot.

Tayammum

1. Niyyah is fardh in Tayammum. Many pupils omit this.
2. Rub the left hand over the right hand including the elbows and then rub the right hand over the left hand including the elbows without leaving even a hair's breadth of space un-wiped. This is done by placing the all the fingers and palm of the left hand onto the exterior of the right hand and wipe from the fingers to the elbow, once. Thereafter, the left hand is done in

the same way. Generally, this method is not followed when wiping the hands.

3. Make khilāl of the fingers as done in wudhu.
4. It is also sunnah to make khilaal of the beard.

Salaah

1. Sunnats of Takbeer-e-Tahreema.

- The **palms** should face the **qiblah** with the fingers pointing towards the sky.
- Do not **move (raise or lower) the head** when saying the takbeer. The back should also be kept upright.

2. Sunnats of Qiyām

- Keep the feet at a minimum of four fingers **apart facing the qiblah (i.e. straight)**.
- Recite the dua in qaumah

3. Sunnats of Ruku

- Keep the **back straight**.
- Keep the **arms straight**.
- Keep the **head and lower back in line**.

4. Sunnats of Qaumah

- When going down for sajdah, **first** place the **knees** on the ground, then the **hands**, then the **nose**, and **lastly** the **forehead**.

5. Sunnats of Sajdah

www.shafaimazhab.blogspot.com

- Keep **all the fingers together** in sajdah.
- Keep the **elbows off the ground**. Keep a **gap between the stomach and the thighs**. The gap should be so wide that a baby goat could easily pass through.
- Keep the **feet together**, i.e. the ankles should touch.
- Recite the dua in Jalsah before going into the second sajdah.

6. Sunnats of Qa'dah

- Keep the **right foot upright** and the **left foot flat on the ground**, so that one may sit on the left foot.
- Place both the hands on the thighs **just above the knees** with fingers in their natural position i.e. neither tightly closed nor spread apart.

7. Sunnats of Salaam

- **Do not dip (bow) the head when making salaam.**

8. Salaah of Females

- In sajdah, the **stomach and thighs must be kept together with the forearms placed flat on the ground and the feet horizontally facing towards the right.**
- When sitting in Qa'dah, they should not sit on the left leg (as men do) but rather sit on the floor. Her feet should be spread out horizontally on the ground towards the right hand side. Both hands should be kept on the upper part of the thighs with the fingers kept together.

Glossary

Aadaab	Etiquette.
Aurah	Area of the body that must be covered.
Fardh e Kifaayah	An obligation which if fulfilled by some persons of the community will absolve the rest of them of their obligation.
Imaam	One who leads the salaah
Istinjaa	An act of cleansing the private parts.
Jalsah	Sitting posture between the two sajdahs.
Jamaat Salaah	Salaah performed in congregation
Khilāl	Passing of wet fingers through the beard, fingers or toes
Masaail	Islamic laws
Masah	Passing of wet hands over a limb
Masbooq	one who misses one or more rak'aats behind the Imaam
Muadh-dhin	One who calls out the Adhaan
Munfarid	one who performs salaah alone
Musalli	A person who is performing salaah
Mustahab	An act that is preferable
Muqtadi	One who follows the Imaam in salaah
Niyyah	Intention
Qa'dah	Sitting posture in salaah
Qa'dah Ula	The first sitting in salaah
Qa'dah Akheerah	The last sitting in salaah
Qaumah	Standing posture after ruku
Qiblah	Direction towards the Ka'bah
Qiyaam	Standing posture in salaah
Saff	Row
Sajdah	Prostration before Allah ﷻ
Sunnah	A practice of Rasulullah ﷺ
Sunan	Plural of sunnah
Surah	Chapter of the Qur'an
Sunnat-e-Muakkadah	emphasised practice of Rasulullah ﷺ
Thana	سُبْحَانَكَ اللَّهُمَّ وَبِحَمْدِكَ وَتَبَارَكَ اسْمُكَ وَتَعَالَى جَدُّكَ وَلَا إِلَهَ غَيْرُكَ
Ta'awudh	أَعُوذُ بِاللَّهِ مِنَ الشَّيْطَانِ الرَّجِيمِ
Tasmiyah	بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
Tasmee'	To say: سَمِعَ اللَّهُ لِمَنْ حَمِدَهُ
Tahmeed	To say: اَللّٰهُمَّ رَبَّنَا وَلَكَ الْحَمْدُ
Waajib	Obligatory practice

Syllabus Breakdown

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov
Grade 3	Re	Istinjaa / Wudhu								Revision	
Grade 4	Rev	Ghusal / Tayammum / Adhaan / Iqaamah								Revision	
Grade 5	Rev	Salaah								Revision	
Grade 6	Rev	Witr Salaah / Sajdah Tilaawat / Sajdat-us-Sahw								Revision	
Grade 7	Rev	Eid Salaah / Janaazah Salaah / Salaah of a masbooq / Virtues of visiting the qabrustaan								Revision	

